

Library of Congress
2011 Junior Fellows
Subject Areas and Project Descriptions

Archival Management (Mary Wofskill Trust Fund)

Project name: Archival Management (MSS)

The Mary Wofskill Trust Fund intern will work in the Manuscript Division Reading Room and respond to reference inquiries received via telephone, electronic means, or in-person; analyze reference requests; investigate sources of information; draft, revise, and deliver responses; retrieve and re-shelve manuscript materials; and compile reader usage statistics.

Skills/Knowledge Desired: Microsoft Office production software; Use of computer and a variety of computer software and web applications

1. Area Studies (European)

Project name: Cyrillic Collection

The Cyrillic Collection of some 2,000 Russian books published between 1880 and 1940. Intern(s) will be instructed in examining these items and searching titles in catalogs to an abbreviated catalog record and make sure that the division did not already catalog another copy. Requires knowledge of Russian.

Skills/Knowledge Desired: Basic knowledge of Russian; interest in librarianship

2. Area Studies (Hebraic) (Newly Added – 2/8/2011)

The Hebraic Section intern will organize re-house a collection of about 1,000 pieces of ephemera -- broadsides, calendars, election materials -- that deal with contemporary Israeli society.

Skills/Knowledge Desired: Basic knowledge of Hebrew

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3. Area Studies (Hispanic)

Project name: Kislak Collection Artifacts

Compile an inventory of three dimensional artifacts in the Kislak Collection.

Skills/Knowledge Desired: Background and/or interest in Meso-American or Latin American archeology is desired

4. Area Studies (Hispanic)

Project name: Spanish Plays

Catalog 18th century Spanish Plays, in preparation for digitization.

Skills/Knowledge Desired: Knowledge of Spanish and background/work experience in library science

5. Copyright

Project name: Copyright Historical Records

Research original copyright registration applications from 1898 through 1909 and prepare an inventory. Works sent for copyright registration during this era included a variety of material such as books, dramatic manuscripts, newspaper stories, and sheet music. Works also included various pictorial materials such as photographs and sheet music covers, newspaper advertisements, posters, maps, and post cards.

Skills/Knowledge Desired: Basic computer skills and strong organizational and analytical skills

6. Digital Preservation

Project name: Data ingest and verification of digital materials

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The project will require the intern to take digital content in its various forms (including but not limited to external disk drives, other types of drives that may need to be mounted in carriers, CD's, DVD's, etc.) and transfer it to a staging area on a server. Various quality control steps would then be executed to verify the integrity of the data. There will be some interaction with users in LC to acquire and return the digital materials. Also, the intern will input the Copyright Historical records data and perform quality control on the data. The product of this project will be digital objects on the archive servers.

Skills/Knowledge Desired: Basic computer skills and an understanding of Linux/Unix/Windows desirable

7. Digital Preservation

Project name: Enhance and Update the DBA Group website

Enhance and maintain intranet web site. This includes creating and implementing additional links pointing to routine forms, operating procedures, and updating the existing web pages with current information. In addition, assist with the collection of MySQL/Sql Server/Sybase database relevant data for inputting into DIMS repository and documenting standard operating procedure on creating Oracle database.

Skills/Knowledge Desired: Basic computer skills

8. Digital Preservation

Project name: Digital Preservation Communications Project

The internship will focus on working with the National Digital Information Infrastructure and Preservation Program (NDIIPP) communications team, including helping with the program web site, digitalpreservation.gov. The

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intern will become familiar with all portions of the site and will assist with preparation of narrative articles, video productions and related graphic and other design elements. The intern will also assist with social media outreach through the NDIIPP blog, Facebook page and Twitter account.

Skills/Knowledge Desired: Basic familiarity with website production and social media outreach

9. Digital Preservation

Project name: Digital Activities at the Library

Perform research consolidating documentation on digital initiatives at the Library, and create one or more short informational videos featuring related projects and staff. The research and videos will be hosted on an internal video server and linked to the Library of Congress Digital Initiatives wiki that is currently being built.

Skills/Knowledge Desired: Online research skills, interviewing skills, working knowledge of the medium of video and wikis

10. Digital Preservation

Project name: Magnetic Tape Degradation Identification

Intern will be trained to test multiple samples of magnetic tape based music and videos using mass spectrometry and infrared spectroscopy to develop statistically relevant data sets that are characteristic of degraded and non-degraded tapes. The data will be processed using multivariate statistics to aid in the selection of the best technique for differentiating the tapes.

Skills/Knowledge Desired: Familiarity with Excel, basic lab safety, and scientific methodology

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11. Digital Preservation

Project name: Digital Center-Library Science Studies (CLASS-D)

The Center for Library Analytical Scientific Studies (CLASS-D) comprises both reference samples to help address issues with collection materials for long-term preservation, and the development of a RDF open source framework to store standardized file formats and data. The aim of the project is to increase access to both scientific and scholarly analyses of LC collection items and develop the database of reference materials that will optimize long-term preservation. The summer fellows would be directly involved with this new initiative through cataloging a range of scientific reference materials, searchable metadata and social media links.

Skills/Knowledge Desired: Basic computer skills; Excel, database knowledge, data manipulation experience useful but not required

12. Digital Preservation

Project name: Testing of Optical Discs

Testing of optical discs that have been aged at room conditions (DVDs and CD-ROMs) for 5-15 years to determine disc error rates and failure points. Intern will be involved with and trained in operating a disc tester and analyzing the results. The optical disc data will then be compared to earlier data (taken in prior years) to determine the rate of failure over time. The discs may be further analyzed to assess the causes and mechanisms of failure.

Skills/Knowledge Desired: Basic computer skills and ability to learn new software programs

13. Federal Research

Project Name: Developing an online archival/retrieval system for FRD products

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The Federal Research Divisions (FRD) has hundreds of research reports and studies that have been produced over a period of many years. These reports exist as Word, WordPerfect, or PDF documents; some older publications exist only in hard copy. The intern will create an interactive archival tool for use by division management. The aim would be to be able to search on various “fields” (date, name of researcher or project manager, sponsoring agency, title, main topic(s), etc.), and also add an active link to the full text of the report or study. Once an Excel spreadsheet is designed and approved, the intern will process samples of each type of document.

Skills/Knowledge Desired: Basic computer skills, including some experience with Excel and Adobe Acrobat Professional

14. Film, Television, and Radio

Project name: Rehousing and organizing Fox Movietone papers

Fox Movietone Library, a large collection of newsreels and the documents related to those newsreels; organize documents including housing and creation of finding aids and/or inventories; research the documents for stories and events within the newsreels that warrant film preservation.

Skills/Knowledge Desired: Good knowledge of history and understanding of collection and bibliographic control

15. Film, Television, and Radio

Project name: Identifying and rehousing nitrate film collections

Work with nitrate film that require not only rehousing, but also research to identifying the films; wind through the film, make notes on its physical

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condition and, using indicators from the film, identify its title and contents. Additional research into the uniqueness of the material may also be conducted.

Skills/Knowledge Desired: Knowledge of film formats (specifically nitrate), understanding of collection and bibliographic control

16. Folklife

Project name: Dance Theater of Nepal Collection

Assist with the archival processing of the Dance Theater of Nepal Collection. The collection consists of moving images, compact discs, photographs, manuscripts, posters, and publications related to traditional dance performances of Nepali Americans. The intern will specifically focus on arranging and rehousing the materials. This project will provide the intern with an introduction to working with ethnographic archival collections and provide researchers with better access to these materials.

Skills/Knowledge Desired: Prior experience in archives or special collections is desired

17. Geography & Maps

Project name: Digital Resources Collection (CD-ROMs, DVD, and older mediums)

Organize the Geography and Map Division's (G&M) entire digital format collection, (currently numbering over 25,000 incoming and retrospective items) on a server. Provide access and retrieval by labeling each item with its geographic classification and location; develop statistical and security measures by barcoding and linking each item to the Library's Intergrated Library System (ILS); view the material on the medium to ensure that it

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corresponds with G&M collection policy standards; search the ILS database for duplicate entries.

Skills/Knowledge Desired: Basic computer skills and knowledge of a basic foreign language(s)

18. Geography & Maps

Project name: Nautical Charts Project

Organize and weed through the collection of Nautical Charts, add sheet data, such as title, sheet number, and various other characteristics; add this information to the Library's Intergrated Library System (ILS) database. Most of the data sheets to be entered are presented in a foreign language. In addition, the intern(s) will create MARC holding and item records in the ILS, which will enable the material to be sent to an offsite facility.

Skills/Knowledge Desired: Basic computer skills and knowledge of a basic foreign language(s)

19. Law Library

Project name: United States Courts of Appeals/Dag Hammarskjold

Inventory records and briefs from the twelve United States Courts of Appeals from the period of 1890-present and official legal gazettes donated by the United Nations' Dag Hammarskjold Library in preparation to being moved to the Library's state of the art preservation facilities at Fort Meade. The gazettes, donated by the U.N., are being compared against current holdings; missing issues will be added to the permanent collections.

Skills/Knowledge Desired: Basic computer skills, typing, attention to detail

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20. Manuscript Collections Processing

Project name: Manuscript Collection Processing

Arrange and describe papers of prominent Americans such as Sandra Day O'Connor, Supreme Court justice; Paul Nitze, diplomat; and Charles and Ray Eames, designers; assist archivists in processing high priority manuscript collections according to their individual needs and complexities and make them accessible for research.

Skills/Knowledge Desired: Knowledge of American history and culture and ability to organize manuscript material

21. Music

Project name: Inventory of Music Manuscripts, 1600-1800

Assist in the comprehensive effort to systematically preserve and catalog the Music Division's world renowned collection of opera scores; assume responsibility for identifying all manuscripts in the collection that date from ca. 1600-1800, creating or enhancing existing cataloging as well as recording bibliographic data to report to the International Inventory of Musical Sources. The collection contains approximately 1,000 manuscripts in copyists' hand as well as some composers' autograph manuscripts. This will also lead to digitization of the material.

Skills/Knowledge Desired: Ability to read music and bibliographic knowledge of one or more European languages

22. Poetry (Scholarly Programs Office)

Project name: Poetry Recordings/Permissions Database

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Intern will complete the process of linking permissions forms from prior poetry readings to a database so that researchers wanting to use the recordings will easily have this information.

Skills/Knowledge Desired: Basic computer skills and ability to learn new software programs

23. Preservation (Chemistry)

Project name: Technical Study of a 1513 Ptolemy Atlas

Intern will be part of a multi-disciplinary team of senior conservators, scientists, and curators, who are conducting an in-depth technical study of a rare and valuable, hand-colored 1513 edition of the famous Ptolemy atlas, "Geographia," from the Lessing J. Rosenwald Collection of the Rare Book and Special Collections Division. The intern will contribute to the study by helping with documentation of activities and analyses, as well as directly assisting senior scientists with the preparation, aging and image analysis of reference samples created for the study.

Skills/Knowledge Desired: A background in any of the sciences is preferred, but not required

24. Preservation (Chemistry)

Project name: Elemental Analysis of Special Paper Collections

A large portion of the Library's special collections are documents, manuscripts, books, and works of art on paper. In this project, the intern will assist a Senior Scientist in the development of a method for studying and analyzing the elemental composition in paper supports by quantitative X-ray fluorescence spectroscopy (XRF). The method will be applied directly to a set of 16th - 18th Century Fabriano papers, and several

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important collections items projects which have recently been analyzed by XRF, including Founding Fathers manuscripts.

Skills/Knowledge Desired: A background in any of the sciences is preferred, but not required

25. Prints & Photographs

Project name: Trials drawn by Marilyn Church

Organize, house, and catalog 4,000 original drawings by Marilyn Church -- a noted courtroom illustrator who documented major American trials from 1974-2008. The large color scenes portray defendants, lawyers, and judges at decisive moments during the proceedings. Some of the most famous cases involved the 1993 World Trade Center bombing, Woody Allen, Martha Stewart, John Gotti, and John Lennon's assassin.

Skills/Knowledge Desired: Experience working in a library or museum is helpful, or, a knowledge of graphic arts

26. Prints & Photographs

Project name: Popular Graphic Arts

Inventory and house approximately 500 containers of such popular graphic arts as advertisements, calendars, certificates, fashion plates, portraits, and posters. These thousands of original prints include colorful lithographs as well as wood engravings, chiefly from the mid to late 1800s.

Skills/Knowledge Desired: Experience working in a library or museum is helpful, or, a knowledge of graphic arts

27. Rare Books & Manuscripts

Project name: Copyright Deposit Collection (1870-1897)

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This collection contains thousands of original manuscript registration letters accompanied by deposit copies ranging from title pages of monographs and journals to colorful graphic advertisements and product labels, political campaign literature, and sheet music--a real cross-section of American creativity and publishing history. Intern will produce an item-level, searchable inventory, describing the content and condition of copyright records deposited in the centennial year 1876 and beyond. Using basic conservation techniques, they will re-house records in acid-free folders and boxes.

Skills/Knowledge Desired: Microsoft Office software; Use of computer and a variety of computer software and web applications

28. Rare Books & Manuscripts

Project name: The Library of Gennadii Vasilevich Yudin

The largest personal Russian library in the US, the Yudin Collection arrived at the Library of Congress from 1906 to 1908 from Siberia. Because Yudin's books are found throughout the Library, and because only a small number of online catalog records identify Yudin as the owner of the books, we have no available catalog of the collection. Interns will use Yudin's own handwritten Russian-language card file to locate books not yet included in the LC online catalog, contribute to the virtual catalog of Yudin's library, and provide greater access to this collection of 80,000 books (in several languages) renowned for their quality and variety.

Skills/Knowledge Desired: Advanced Russian language, aptitude to read pre-Revolutionary Cyrillic handwriting, and attention to detail

29. Science, Technology & Business

Project name: Finding Guide to LC's Army Field/Training Manual Publications

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Production of a detailed inventory of the approximately five thousand uninventoried titles from the series publication United States, Dept. of the Army, Training Publication. These are primarily Field Manuals and Technical Manuals published in the 1940s in support of operations and equipment. As a collection the manuals were received as government depository and exchange documents from other libraries from the 1940s to the early 1970s.

Skills/Knowledge Desired: Microsoft Excel

30. Serials & Government Pub/Newspapers

Project name: Topics Pages in Chronicling America

The intern will develop short newspaper collection research guides, called Topics in Chronicling America (examples at <http://www.loc.gov/rr/news/topics/topics.html>), in support of the National Digital Newspaper Program. The intern will be briefed on how materials are collected and digitized. Topics will center on the late nineteenth and early twentieth centuries (1860-1922). Intern will work with reference staff and with the reference collection in the Newspaper & Current Periodical Reading Room. Completed Topics Pages will eventually be accessible through the website.

Skills/Knowledge Desired: Interest in American history and primary sources; basic computer skills and HTML

31. Sound Recordings

Project name: Vintage Record Company Catalogs, World War II Finding Aid, Cold War Subject Guide, and Civil Rights Subject Guide

There are four small projects:

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1. To increase access to our collection of vintage record catalogs up to the electrical era (1927), the Junior Fellow would inventory the collection, process, re-house, create catalog entries, scan oldest, rarest and most fragile catalogs, create a finding aid and possibly design a web exhibit.
2. Our World War II finding aid needs to be rewritten, updated and enriched with additional World War II recordings and other Library collections. Working with RSS Reference Librarians, the intern would also design a web exhibit to be incorporated into RSRC web pages.
3. The intern will write a subject guide on the Cold War including recordings and other related materials held in the Recorded Sound Section as well as in other collections in the Library. Working with Reference Librarians, the intern will design a web exhibit to be incorporated into Recorded Sound Reference Center web pages.
4. The intern will write a subject guide on civil rights including recordings and other related materials held in the Recorded Sound Section as well in other collections in the Library. Working with Reference Librarians, the Intern will design a web exhibit to be incorporated into Recorded Sound Reference Center web pages.

Skills/Knowledge Desired: Word processing, attention to detail, American history, research, scanning skills

32. Sound Recordings

Project name: Recording Company Catalog Inventory

Assist in the comprehensive effort to systematically conserve and catalog the Music Division's unparalleled collection of commercial record catalogs dating from ca. 1900 to the 1960s. Despite the extraordinary research value of the materials for the study of popular culture and media, these

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materials remain rare and unavailable for use. The intern will work systemically through the collection of catalogs from individual record labels to inventory, organize, and identify the scope of the collection. The intern will then rehouse and prepare materials for digitization.

Skills/Knowledge Desired: Basic computer skills and strong organizational and analytical skills